AMENDMENTS TO THE CLAIMS:

This listing of claims will replace all prior versions, and listings, of claims in the application. Please amend claims 1, 4-5, 19 and 22-23 as follows:

LISTING OF CLAIMS:

1.   (Currently Amended) A method for printing and making ready for mailing a plurality of documents intended for a plurality of addressees, comprising:

selecting a single priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed on the documents, and

pre-mailing instructions concerning making said printed documents ready for mailing;

transferring a file of content-determining printing instructions and said presentation instructions to a peripheral system for printing and for at least making ready for mailing said plurality of printed documents intended for the plurality of addressees; [[and]]

printing said documents in accordance with said file of content-determining instructions and said design instructions concerning the design of the documents to be printed; and

making said printed documents ready for mailing in accordance with said pre-mailing instructions concerning making ready said printed documents for mailing.

2.   (Cancelled).

3. (Original) A method according to claim 1, wherein selecting said file of presentation instructions is carried out by selecting a symbol which represents said file of presentation instructions.

4. (Currently Amended) A method for printing and making ready for mailing a plurality of documents intended for a plurality of addressees, comprising:

selecting a single, priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed on the documents, and

pre-mailing instructions concerning making said printed documents ready for mailing;

transferring a file of content-determining printing instructions and said presentation instructions to a peripheral system for printing and for at least making ready for mailing said plurality of printed documents intended for the plurality of addressees; and

printing said documents in accordance with said file of content-determining instructions and said design instructions concerning the design of the documents to be printed;

making said printed documents ready for mailing in accordance with said pre-mailing instructions concerning making said printed documents ready for mailing; and

wherein selecting said file of presentation instructions is carried out by selecting a symbol which represents said file of presentation instructions;

~~the method further comprising~~ activating a send dialog program, subsequently

displaying at least one symbol which represents a file of presentation instructions;

wherein selecting said file of presentation instructions occurs by selecting a symbol

which represents said file of presentation instructions, subsequently entering a send

command and subsequently at least making ready for mailing said documents in

accordance with said selected file of presentation instructions.

5.   (Currently Amended) A method for printing and making ready for

mailing a plurality of documents intended for a plurality of addressees, comprising:

selecting a single, priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed

on the documents, and

pre-mailing instructions concerning making said printed documents

ready for mailing;

transferring a file of content-determining printing instructions and said

presentation instructions to a peripheral system for printing and for at least making

ready for mailing said plurality of printed documents intended for the plurality of

addressees; and

printing said documents in accordance with said file of content-determining

instructions and said design instructions concerning the design of the documents to

be printed;

making said printed documents ready for mailing in accordance with said pre-

mailing instructions concerning making said printed documents ready for mailing,

wherein selecting said presentation instructions occurs under a particular user authorization and by selecting the single priorly stored file of presentation instructions; and

wherein editing said file of presentation instructions occurs, and is executable, exclusively under a different authorization than said user authorization.

6.   (Previously Presented) A method according to claim 1, wherein in response to a selection of a different file of presentation instructions, the same peripheral system is driven for at least making ready for mailing another plurality of documents.

7.   (Previously Presented) A method according to claim 5, further comprising, prior to selecting said file of presentation instructions:

generating at least one file of presentation instructions in accordance with data selected or entered under said different authorization than said user authorization; and

storing said file of presentation instructions in said computer-readable memory.

8.   (Original) A method according to claim 7, wherein entering data for said file of presentation instructions occurs utilizing universal, interactive client server operating interface software.

9.   (Previously Presented) A method according to claim 1, further comprising displaying a document composed in accordance with presentation instructions of said selected file.

10.   (Previously Presented) A method according to claim 9, wherein displaying said document composed in accordance with presentation instructions of said selected file occurs by means of universal, interactive client-server operating interface software.

11.   (Previously Presented) A method according to claim 1, further comprising displaying, in the form of an animation, successive operations for composing a document composed in accordance with presentation instructions of said selected file.

12.   (Original) A method according to claim 1, further comprising composing a test message in accordance with presentation instructions of said selected file and sending said test message to a location of a client system with which said file of presentation instructions has been selected.

13.   (Original) A method according to claim 1, wherein in response to the selection of said file of presentation instructions through any one of at least two different client systems, the same presentation instructions are used.

14.   (Original) A method according to claim 1, wherein in response to the selection of said file of presentation instructions under any one of at least two different user authorizations, the same presentation instructions are used.

15.   (Previously Presented) A method according to claim 14, wherein said file of presentation instructions is stored centrally for coupling presentation instructions according to said file of presentation instructions to content-determining files in response to drive signals coming from any one of at least two different client systems.

16.   (Original) A method according to claim 15, wherein in response to addition or deletion of a file of presentation instructions, a list of files of presentation instructions in a memory accessible under said user authorization is updated.

17.   (Original) A method according to claim 16, wherein said list of files of presentation instructions is read and displayed in response to activating a send dialog program.

18.   (Original) A method according to claim 1, further comprising at least one mirror file of presentation instructions coupled to said file of presentation instructions for modifying said mirror file of presentation instructions in response to modifications made in said file of presentation instructions.

19.   (Currently Amended) A data structure in a computer-processable form, containing a computer program for causing message data to be sent, concerning a plurality of documents intended for a plurality of addressees, to at least one peripheral system for printing and at least making ready for mailing said documents, comprising:

instructions for displaying a single priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed on the documents, and

pre-mailing instructions concerning making said printed documents ready for mailing;

instructions for selecting, from said presentation instructions, presentation instructions which are valid for said documents; and

instructions for causing a file of content-determining printing instructions and said presentation instructions to be sent to a peripheral system for printing and for at least making ready for mailing said plurality of printed documents intended for the plurality of addressees;

instructions for printing documents in accordance with the file of content-determining instructions and said design instructions concerning the design of the documents to be printed; and

instructions for making said printed documents ready for mailing in accordance with said pre-mailing instructions concerning making said printed documents ready for mailing.

20.   (Cancelled).

21.   (Original) A data structure according to claim 19, further comprising instructions for selectably displaying symbols which each represent one of said files of presentation instructions.

22.   (Currently Amended) A data structure in a computer-processable form, containing a computer program for causing message data to be sent, concerning a plurality of documents intended for a plurality of addressees, to at least one peripheral system for printing and for at least making ready for mailing said documents, comprising:

instructions for displaying a single priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed on the documents, and

pre-mailing instructions concerning making said printed documents ready for mailing;

instructions for selecting, from said presentation instructions, presentation instructions which are valid for said documents; and

instructions for causing a file of content-determining printing instructions and said presentation instructions to be sent to a peripheral system for printing and for at least making ready for mailing said plurality of printed documents intended for the plurality of addressees;

wherein said instructions for displaying presentation instructions are designed for displaying files of presentation instruction which each represent several presentation instructions;

instructions for printing documents in accordance with the file of content-determining instructions and said <u>design</u> instructions concerning the design of the documents to be printed; [[and]]

instructions for making said printed documents ready for mailing in accordance with <u>said pre-mailing</u> instructions concerning making said printed documents ready for mailing;

~~further comprising~~ instructions for selectably displaying symbols which each represent one of said files of presentation instructions; and

~~further comprising~~ a send dialog program containing instructions for displaying symbols which each represent one of said files of presentation instructions, and instructions for selecting one of said files of presentation instructions in response to the selection of one of said symbols.

23.   (Currently Amended) A data structure in a computer-processable form, containing a computer program for causing message data to be sent, concerning a plurality of documents intended for a plurality of addressees, to at least one peripheral system for printing and for at least making ready for mailing said documents, comprising:

instructions for displaying a single priorly stored file of presentation instructions including

design instructions concerning a design of printed content to be printed on the documents, and

pre-mailing instructions concerning making said printed documents ready for mailing;

instructions for selecting, from said presentation instructions, presentation instructions which are valid for said documents; [[and]]

instructions for causing a file of content-determining printing instructions and said presentation instructions to be sent to a peripheral system for printing and for at least making ready for mailing said plurality of documents intended for the plurality of addressees;

instructions for printing documents in accordance with the file of content-determining instructions and said design instructions concerning the design of the documents to be printed; and

instructions for making said printed documents ready for mailing in accordance with said pre-mailing instructions concerning making said printed documents ready for mailing;

wherein said instructions for selecting said file of content-determining instructions and for selecting said presentation instructions are operative under a particular user authorization; and

wherein said files of presentation instructions are exclusively editable under a different authorization than said user authorization.

24.   (Previously Presented) A data structure according to claim 19, comprising at least two files of presentation instructions designed for driving the

same peripheral system for at least making ready for mailing differently presented

designs of documents.

25.   (Original) A data structure according to claim 19, further comprising an

interactive setting program for generating files of presentation instructions,

comprising:

instructions for displaying settings concerning presentation instructions;

instructions for registering settings concerning presentation instructions as

part of a file of presentation instructions in accordance with selected or entered data;

and

instructions for storing in said computer-readable memory said registered

settings concerning presentation instructions as a file of presentation instructions.

26.   (Original) A data structure according to claim 25, wherein said setting

program is designed for cooperation with universal, interactive client-server

operating interface software.

27.   (Previously Presented) A data structure according to claim 19, further

comprising instructions for displaying a document composed in accordance with

presentation instructions of said selected file.

28.   (Previously Presented) A data structure according to claim 27, wherein

said instructions for displaying said document composed in accordance with

presentation instructions of said selected file are designed for cooperation with universal, interactive client-server operating interface software.

29.   (Previously Presented) A data structure according to claim 19, further comprising instructions for displaying, in the form of an animation, successive operations for composing a document composed in accordance with presentation instructions of a selected file.

30.   (Original) A data structure according to claim 19, wherein said file of presentation instructions is selectable through any one of at least two different client systems.

31.   (Original) A data structure according to claim 19, wherein said file of presentation instructions is selectable under any one of at least two different user authorizations.

32.   (Original) A data structure according to claim 30, wherein said file of presentation instructions is centrally stored for coupling presentation instructions according to said file of presentation instructions to content-determining files in response to driving signals coming from any one of at least two different client systems.

33.   (Original) A data structure according to claim 32, wherein said file of presentation instructions is coupled with a list of files of presentation instructions in a

memory accessible under said user authorization for automatically updating said list upon addition, modification or deletion of a file of presentation instructions.

34.   (Original) A data structure according to claim 33, further comprising a send dialog program with instructions for reading and displaying said list of files of presentation instructions in response to the activation of said send dialog program.

35.   (Original) A data structure according to claim 19, further comprising at least one mirror file of presentation instructions coupled to said file of presentation instructions, for modifying said mirror file of presentation instructions in response to modifications made in said file of presentation instructions.